

MEETING OF THE
BOARD OF LIBRARY TRUSTEES
January 10, 2023
MINUTES

Conducted by Remote Participation

Call to Order

Chair Stephen Quinlan called the meeting to order at 7:18 p.m. In attendance were trustees Heather Calvin, Adam Delmolino, Kathy Fennelly, Jonathan Gates, Amy Hampe, and Stephen Quinlan. Trustee Joyce Radochia was not present. Also in attendance were Anna Litten, library director and Amanda Troha, assistant director. Mr. Quinlan shared open meeting law information as it pertains to remote meetings and read the Resolution Acknowledging Native Lands. Ms. Litten Introduced Ms. Troha to the Board.

Community Time

Community member Rebecca Gruber recognized and read Ms. Litten's letter to the editor published in the January 8 issue of the Boston Globe Magazine, "Public Sector Pride."

Approval of December 13 Meeting Minutes (vote)

Mr. Delmolino moved to approve the minutes of the December 13 Meeting as amended. Mr. Quinlan seconded the motion. Under Guidance from the Attorney General's office, the Board held a roll call vote. Ms. Calvin voted aye, Mr. Gates voted aye, Ms. Hampe voted aye. Ms. Fennelly abstained.

Mid-Year Trust Fund Expenditures and Vote for Mid-Year Request (vote)

The Board discussed the Mid-Year Trust Fund Expenditures Report. Ms. Litten noted that the Circulating Art Print line has not been spent on as the Art Print Coordinator position is still open. Ms. Litten outlined her Mid-Year requests. Ms. Litten discussed shifting costs for sing-a-longs at Fox to the Fox and Robbin Shop. Ms. Litten requested funds for ADA compliant workstations at Fox and Robbins and to add more funds to increase access to Hoopla. Mr. Delmolino moved to approve the mid-year request to fund Public ADA Compliant Workstations and Additional Support for Hoopla. Ms. Hampe seconded the motion. The Board held a roll call vote. Ms. Calvin voted aye, Ms. Fennelly voted aye, Mr. Gates voted aye, Mr. Quinlan voted aye. The Board approved the Mid-Year Request.

Review Library Annual Report

Ms. Litten reviewed the state mandated Library Annual Report. Ms. Litten noted the new Community Partnerships and Communication section. The Board discussed the presentation of Future Goals and Accomplishments.

Review Administration and Trustee FY23 Goals

Ms. Litten discussed the areas of work laid out in the Bylaws of the Board of Trustees and highlighted areas for growth such as advocating for library service. The Board discussed developing a strategy for communicating with town stakeholders and elected officials.

Library Building Projects Phasing

Ms. Litten discussed building and renovation projects at Robbins Library and Fox Branch Library. Current funding requests include a capital request for improved lighting and a Community Development Block Grant request for a renovation of the Robbins first-floor restrooms to bring these restrooms into ADA compliance. Ms. Litten discussed projects in the near future such as upgrading the Children's room and Teen space. Ms. Litten discussed meeting with Housing Corporation of Arlington and Affordable Housing Trust representatives who are interested in co-locating housing and the Fox Branch Library at 175 Mass Ave. Ms. Litten will be submitting a letter of intent for this project when the MBLC Construction Grant round opens in April 2023. She also noted that many different funds will be necessary for this project to succeed. Mr. Quinlan discussed looking into outside social impact funders if the MBLC does not award a grant to the Fox Branch Library project.

Director's Report

Ms. Litten discussed the Director's Report including ART planning. Ms. Litten attended a diversity hiring webinar. Robbins Library welcomed new Teen Librarian Stephen Toropov in December. Ms. Litten noted a dip in children's circulation, possibly due to Medford reopening in their brand-new building.

Foundation Liaison Update

Ms. Calvin reported that the Foundation is continuing their excellent work and has seen a large number of year-end donations.

Friends Liaison Updates

Ms. Litten reported that the Friends of Robbins Library are receiving year-end donations. They are excited for the return of the Reading Room concerts. The Foundation and Friends of Robbins Library began discussing plans for a combined donor wall.

Communications and Announcements

Ms. Hampe discussed the scheduled reception for the new poet laureate on January 24.

Unanticipated Items

Ms. Litten shared a thank you note from the Technical Services Department for the staff appreciation blankets. Ms. Litten invited all trustees to Library Legislative day on March 15.

Date of Next Meeting: February 14, 2023

Adjournment (vote)

Ms. Fennelly motion to adjourn. The Board held a roll call vote. Ms. Calvin voted aye, Mr. Delmolino voted aye, Mr. Gates voted aye, Ms. Hampe voted aye, Mr. Quinlan voted aye. The meeting adjourned at 8:27 p.m.

Materials Distributed:

- January 10, 2023 Meeting Agenda
- December 13, 2022 Meeting Minutes
- Mid-Year 2023 Trust Fund Expenditures and Mid-Year Request
- Draft Annual Report
- Library Director's December 2022, report with Circulation Report